

# Town and Cinque Port of Sandwich

Town Clerk's Office  
Guildhall  
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CT13 9AH



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Wednesday 16<sup>th</sup> March 2016

Dear Councillor,

An **Ordinary** Meeting of Sandwich Town Council will be held in the Council Chamber at the Guildhall on **Monday 21<sup>st</sup> March 2016 at 7 p.m.** at which your attendance is requested.

## AGENDA

1. **MAYOR'S OPENING COMMENTS**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**
4. **MINUTES**  
To approve the Minutes of the Quarterly Town Council meeting held on 29<sup>th</sup> February 2016 and to consider any matters arising from those minutes not covered elsewhere on this agenda. **Attach 1**
5. **PAYMENT SCHEDULE**  
To approve the payment schedule. **Attach 2**
6. **PUBLIC RIGHT TO SPEAK**  
A 15 minute session is set aside at this stage of the meeting to enable members of the public to speak. (Written notice of the desire to exercise the right to speak, and of the topic to be addressed, must be given to the Town Clerk prior to 4 pm on the Friday before the meeting).
7. **CRIME STATISTICS & COMMUNITY SAFETY**  
To receive the attached report from Ms T. Weir, Assistant Town Clerk & Mayor's Secretary, setting out the most recent crime and anti-social behaviour statistics available via the Police.UK website (January 2016) and comparing them against the statistics for the same month in 2015. **Attach 3**
8. **PLANNING APPLICATIONS (application plans and papers may be viewed via the Dover District Council website – use of a computer in the Town Clerk's office is possible by arrangement)**
  - (i) **DOV/15/01278** | Installation of cladding to first floor elevations and replacement rainwater goods and repainting of bargeboards | North Ridings, 1 Fosters Court, Dover Road, Sandwich, CT13 0QU – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**
  - (ii) **DOV/16/00044** | Erection of a guyed steel lattice mast (324m in height) with 9 anchor points, installation of telecommunications and associated equipment, site compound, secure fencing, single storey equipment structure, and associated works. | Site at former Richborough Power Station,

Ramsgate Road, Sandwich, CT13 9NL – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(iii) **DOV/16/00045** | Erection of a 4230sqm research, development and manufacturing building, ancillary office floorspace (Class B2), car park and servicing area | Discovery Park, Site North East, Ramsgate Road, Sandwich, CT13 9ND – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(iv) **DOV/16/00046** | Variation of Condition 3 of planning permission DOV/01/01167 (residential development) to allow amendments to approved drawings (plots 1 -5) (application under Section 73) | Willowbank, Sandwich, CT13 9QA – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(v) **DOV/16/00083** | Erection of a single storey front extension | 20 Stone Cross Lees, Sandwich, CT13 0BZ – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(vi) **DOV/16/00092** | Erection of a detached dwelling and associated vehicular access | Land to the rear of 2 John's Green, Sandwich, CT13 0DE – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(vii) **DOV/16/00109** | Reserved matters application pursuant to outline application DOV/13/00759 for the details of the layout, scale and appearance of the converter station (23.2m high) and substation (12.06 m high), as part of the NEMO Link UK Belgium electrical interconnector. (This is a duplicate of the application submitted to Thanet District Council for which some of the development falls within the administrative boundary of Dover District Council). | Part of Former Power Station Site, Ramsgate Road, Sandwich, CT13 9NL – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(viii) **DOV/16/00121** | Alterations and repairs to the South West boundary wall | 12 Harnet Street, Sandwich, CT13 9ES – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(ix) **DOV/16/00126** | Alterations and repairs to South West boundary wall | 12 Harnet Street, Sandwich, CT13 9ES – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(x) **DOV/16/00151** | Variation of condition 2 of planning permission DOV/14/01069 to allow amendments to approved drawings (application under Section 73) | Sandwich Lawn Tennis Club, Sandown Road, Sandwich, CT13 9JZ – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**

(xi) **Proposed National Grid (Richborough Connection Project) Development Consent Order – Notice of Acceptance of Application for a Development Consent Order by the Secretary of State (Application Reference No.: EN020017) – Section 56, Planning Act 2008; Regulation 8, Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009; Regulation 13, Infrastructure Planning (Environmental Impact Assessment) Regulations 2009** – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**. A copy of the notification letter is attached to this agenda. Documents relating to the application are available on memory stick in the Town Clerk's office.

#### **Attach 4**

(xii) **DOV/16/00201** | Scoping Opinion under the Environmental Impact Assessment Regulations 2011 (as amended) for the erection of a 305m high communications mast | Kings End Farm, Richborough, Sandwich, CT13 9JH – **consideration deferred from Council meeting on 29<sup>th</sup> February 2016**.

(xiii) **DOV/16/00163** | Erection of a porch | Bramley Lodge, John's Green, Sandwich, CT13 0DE

(xiv) **DOV/16/00028** | Erection of a visitor centre and two workshops | Land and access at the Quay, The Quay, Sandwich, CT13 9EN

(xv) **DOV/16/00205** | Erection of a two storey rear extension, alterations/replacement of existing windows and installation of a replacement front door | 3 Mulberry Field, Sandwich, CT13 9DJ

## **9. PLANNING DECISIONS**

To receive a report on planning decisions from Dover District Council.

## **10. FINANCE**

To receive the Statement of Accounts as at 29<sup>th</sup> February 2016.

**Attach 5**

11. **HIGHWAYS, TRANSPORTATION & PARKING**  
To consider the Council's formal response to KCC's current consultation on the redesign of Breezy Corner.  
**Attach 6**
12. **NEIGHBOURHOOD PLANNING**  
To receive the attached report from Richard Linning regarding a Dover District Council Neighbourhood Plan Workshop which he attended on behalf of the Town Council on 7<sup>th</sup> March 2016.  
**Attach 7**
13. **NEWSLETTER**  
To consider the attached draft Town Council newsletter for April – June 2016, prepared by Ms T. Weir – Assistant Town Clerk & Mayor's Secretary.  
**Attach 8 (loose in agenda pack)**
14. **POULDERS PLAY AREA**  
To receive the attached email dated 4<sup>th</sup> March 2016 from Laura Corby, Principal Leisure Officer – Dover District Council, to the Town Clerk regarding Poulders Play Area, and to consider firstly, whether to extend the current Service Level Agreement regarding this play area for one year in the short term and secondly, the Council's initial views regarding how to proceed in terms of future delivery of local play areas.  
**Attach 9**
15. **DELF STREAM**  
To receive a verbal update from the Mayor regarding a recent meeting between Ian Nunn – Environment Agency and representatives of Sandwich Town Council.
16. **LEISURE FACILITIES**  
(i) To consider composing a letter of general support from the Council for Sandwich Sports & Leisure Centre Trust's outline proposals to develop the following facilities on land adjacent to its existing facilities:  
  - a centre with a 25m six-lane swimming pool, studios and therapy rooms
  - an artificial turf pitch, primarily for hockey but possibly dual purpose so as also to carry league soccer
  - car parking and coach parking.The intention would be that a letter of general support could be shared by the Trust with planning authorities, funding bodies etc. as appropriate.  
(ii) To consider whether the Council wishes to submit comments to Dover District Council's informal 'early stages' consultation, *Realising our Vision for a new Leisure Centre in Dover District*.  
**Attach 10**
17. **WALKING HERITAGE PROJECT**  
To receive and consider the attached email chain (latest dated 7<sup>th</sup> March 2016) between Sonia Frost and Ms T. Weir – Assistant Town Clerk & Mayor's Secretary, regarding a Walking Heritage Project; and to consider whether to write a letter of general support from the Council for the project. The intention would be that a letter of general support could be shared by Sonia Frost with funding bodies etc. as appropriate.  
**Attach 11**
18. **CORRESPONDENCE**  
(i) To receive and consider a letter dated 3<sup>rd</sup> March 2016 from Vicky Vickers, Area Director: Kent Area – HSBC, to the Town Clerk regarding the closure of the HSBC branch in Sandwich on 27<sup>th</sup> May 2016.  
**Attach 12**  
(ii) To receive and consider a letter from Colin Buckle regarding Sandwich Army Cadets and the Drill Hall.  
**Attach 13**
19. **REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH**

20. **REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH**

21. **DATE OF NEXT MEETING**

Monday 25<sup>th</sup> April 2016, at 7pm, in the Council Chamber, Guildhall (**Ordinary Meeting**).

A handwritten signature in black ink, appearing to read 'L. Fidler', written in a cursive style.

LAURA FIDLER

Town Clerk, Responsible Finance Officer & Clerk to Sandwich Toll Bridge Fund